

**Department of Health & Human Services
Administration for Children and Families**

Program Office: Office of Planning, Research and Evaluation

Funding Opportunity Title: Responsible Fatherhood and Healthy Marriage Research Initiative

Announcement Type: Initial

Funding Opportunity Number: HHS-2006-ACF-OPRE-OJ-0090

CFDA Number: 93.595

Due Date for Applications: 07/17/2006

Executive Summary:

The Office of Planning, Research and Evaluation (OPRE), within the Administration for Children and Families (ACF), announces the availability of funds to support new research under the Responsible Fatherhood and Healthy Marriage Research Initiative. OPRE wishes to fund evaluation studies of program services that promote responsible fatherhood through services that encourage and support healthy marriages between low-income parents. OPRE will consider applications for studies of up to 60 months. Applications under this announcement may request funds to support demonstration program services in addition to the funds necessary to evaluate program services for individuals and couples, but OPRE will not consider applications that request funds for program services only.

I. FUNDING OPPORTUNITY DESCRIPTION

Legislative Authority

Grants for Healthy Marriage Promotion and Responsible Fatherhood (Section 403(a)(2) of the Social Security Act (as amended by Section 7103 of the Deficit Reduction Act of 2005, P.L. 109-171).

Program Purpose: OPRE seeks to fund studies that evaluate the effectiveness of services to promote responsible fatherhood through healthy marriage program approaches for lower-income couples and individuals, including those who live in poverty. Under this announcement, OPRE will support such evaluation research activities and, to the extent necessary, part or all of the costs of the services to be evaluated with Federal funding.

This funding will support program demonstration evaluation studies that use an experimental research design, i.e., random assignment of individuals or couples to either

a program group or to a non-program control group. ACF is funding demonstration evaluation research in order to find effective ways to help interested low-income fathers and couples understand the importance of two-parent families for child well-being, help couples achieve their desire for a healthy marriage and sustain those marriages, and help fathers develop the skills to be responsible parents. Studies funded under this announcement will inform the design and operation of programs that support responsible conduct by fathers and will complement other ACF research and demonstration initiatives related to building and sustaining healthy marriages (described below).

OPRE anticipates funding studies of up to 60 months under this announcement. Recipients of multi-year project awards may apply for additional funding in subsequent years, within the overall approved project period, on a non-competitive basis.

OPRE may provide sole funding for projects, principal funding, or funding for individual components of projects that have other funders. If a project has other funders, its application should include not only detailed budget information (as discussed in *Section III*) for the component(s) it wishes OPRE to fund, but also information about the funding sources for all components of the project. If applicants request funding for evaluation costs only, they must provide assurance that funds for the program services to be evaluated are adequate to sustain the services through the period necessary to enroll and serve the research sample.

ACF may approve more applications than it has money to fund. If this happens, the Grants Officer shall fund applications in their order of approval until funds run out. ACF can carry over the approved applications for up to a year for funding consideration in a later competition of the same program. If the program's evaluation criteria have not changed, ACF need not review and score these applications again. However, ACF must place them in rank order along with other applications in later competitions.

Overview and Description of Research Priorities

Background: Little research exists on the effectiveness of services to promote responsible fatherhood through healthy marriage program approaches for lower-income individuals and couples, including those who live in poverty. The Deficit Reduction Act of 2005 reauthorizes the Temporary Assistance for Needy Families program and provides for funds to promote responsible fatherhood by various methods, including promoting marriage or sustaining marriage through activities such as marriage preparation, pre- and post-marital counseling, mentoring, disseminating information about the benefits of marriage, enhancing relationship skills, conducting marital inventories and skills-based marriage education; instructing fathers on how to control aggressive behavior; disseminating information on the causes of domestic violence and child abuse; and giving seminars that help families to manage family business affairs.

Research also suggests that marriage is a key source of greater economic security, health, and happiness for adults and a vital resource for healthy communities. There is mounting evidence that children raised by their married, biological parents fare better on many outcome measures than children raised by unmarried parents and that high rates of non-marital childbearing and marital dissolution put children at increased risk of unhealthy

outcomes. In addition, research points to healthy marriage as an important factor in keeping children and families out of poverty. Additionally, the absence of a father in a child's home is associated with adverse consequences for the child, including low educational achievement, risk-taking conduct, such as drug and alcohol abuse, and poor labor force attachment.

Research shows that, whatever their economic condition, people want stable, healthy marriages and familial relationships for themselves and their children. However, those dealing with the stress of economic difficulties may need more assistance in achieving stable, healthy marriages than those who are more economically secure. Research shows that lower-income is associated with higher rates of divorce, contributing to father absence. The need to promote and support involved, committed, and responsible fatherhood through support for healthy marriages between parents is the underlying objective of the demonstration evaluation studies to be funded under this announcement.

OPRE has developed a research agenda related to healthy marriage that will help provide additional information in some of these areas. OPRE's current and recent projects are briefly described below. Where reports are available, they are referenced.

1. *Building Strong Families (BSF)*. This project builds upon research showing that most unmarried, low-income couples are living together or romantically involved when their child is born. Moreover, most have strong hopes for marriage to each other. Unfortunately, only a small fraction will realize those hopes. BSF is a long-term experimental demonstration and evaluation study of intervention programs designed to help lower-income, unmarried parents gain the skills and knowledge needed to sustain a healthy relationship and achieve a healthy marriage if that is the path they choose. Information is available at <http://www.buildingstrongfamilies.info>.
2. *Supporting Healthy Marriage (SHM)*. This project builds upon research that shows that, while lower-income individuals highly value marriage, they experience higher break-up rates. SHM is a long-term, experimental, demonstration and evaluation study of intervention programs designed to help married, lower-income couples gain the skills and knowledge needed to sustain a healthy marriage. Information is available at <http://www.supportinghealthymarriage.org>.
3. *Community Healthy Marriage Initiatives (CHMI) Evaluation*. A growing number of communities are initiating grass-roots efforts to help couples build and sustain healthy marriages through public awareness campaigns and saturating the community with educational opportunities. CHMI is a major, long-term effort to evaluate the implementation of such community-wide programs and evaluate impacts in selected sites.
4. *Service Delivery Settings and Evaluation Design Options for Strengthening and Promoting Healthy Marriages*. This project examined existing and potential service delivery systems for marriage education and provided recommendations for evaluation approaches and designs. In addition, the project involved a systematic review of studies on the effectiveness of interventions to strengthen

marriage. Reports may be accessed at

http://www.acf.hhs.gov/programs/opre/strengthen/serv_delivery/index.html.

5. *Documenting and Analyzing Marriage Disincentives for Low-Income Families Across States*. This project is building a comprehensive database of the State and Federal incentives and disincentives for low-income couples who marry and developing a dynamic software application that can accurately portray the costs and benefits to a particular couple of the decision to marry. See http://www.acf.hhs.gov/programs/opre/strengthen/marr_incent/index.html.
6. *Conceptualizing and Measuring Healthy Marriages*. This project has reviewed the state-of-the-art of measurement in marriage and couple relationship research. The project includes a compendium of measures and a framework for addressing measurement questions and improving the battery of measures related to marriage and couple relationships. See brief at http://www.childtrends.org/catdisp_page.cfm?LID=141#MarriageFamily.
7. *Healthy Marriage Precursors: Relationship Development among Low-Income Youth and Young Adults*. The project involves the review, compilation, and synthesis of findings and information from research and program experience related to trends, behaviors, and attitudes with regard to relationship development among youth and young adults, with a special focus on low-income groups, and the implications for family formation decisions and healthy marriage later in life. The final report will link the analyses of the research and field findings to recommendations for further research and evaluation and for promising program models to be considered.
8. *Supporting Healthy Marriage in Step-Families*. This project will summarize and synthesize the existing literature concerning relationship strengths and challenges within step-families, review existing marriage support and education programs that focus on step-families, develop a conceptual framework for interventions for stabilizing and strengthening the quality of relationships within step-families, with a specific focus on lower-income households, and provide recommendations for evaluating such programs.
9. *Marriage, Employment, and Family Functioning: Conceptual Framework for Interventions*. This exploratory study will synthesize research relevant to decision-making and behavior about marriage, family formation, employment and earnings and family-time use with a focus on low-income populations. It will also develop a conceptual framework for further research on these inter-related aspects of family and work life.

Project Description:

The purpose of this announcement is to stimulate and fund evaluation studies of services to promote responsible fatherhood through program approaches focused on supporting healthy marriage between parents in population groups for which a limited body of

research exists. This means lower-income individuals and couples, including, but not limited to, those in poverty and racial and ethnic minorities. The research funded under this announcement will be germane to the Federal Government's goal of ensuring that more children grow up in stable homes with their own two parents (biological or adoptive) in a healthy marriage.

Proposed studies must be demonstration evaluation studies that increase knowledge about the effectiveness of alternative approaches designed to promote responsible conduct among fathers and men at risk of becoming fathers prematurely; educate parents about the benefits of marriage and two-parent involvement for children; and help individuals and couples build and sustain healthy marriages and support family well-being.

Approved applicants may use funds awarded under this announcement to support evaluation of demonstration programs with these objectives and, to the extent necessary, support costs of the program services to be evaluated.

Proposed studies must employ an experimental evaluation design based on the random assignment of couples/individuals to either a treatment group or a control group. The impact evaluation will compare the experimental and control groups for statistically significant differences on selected outcome measures. Control group members may be assigned to a no-service treatment group or to a less intense set of services than the treatment group. In addition to fully describing the services proposed for the treatment group, the applicant must outline clearly what level of services the control group will receive and the extent of similarity to the treatment service, e.g., the content of the services, number of hours of involvement by participants, amount of printed materials, referrals to other program services, etc. The applicant must describe any major marriage education and family support programs available in the community for which the control group would be eligible and have access. The expectation is that the program will serve the treatment group in ways that are appropriately different from the control group such that the evaluation study can detect statistically significant impacts with the proposed sample size. ACF will fund proposals that can demonstrate an ability to enroll research sample sizes that will result in statistically significant impact findings. Thus, the applicant must propose research samples of sufficient size depending in part on the type of program intervention to be evaluated, as well as the level of services to which the non-treatment control group will be exposed. Applications must include a power analysis illustrating minimum detectable impacts estimated to support the proposed research sample size.

The application must include an evaluation plan, including the research questions to be studied, the major variables to be measured, the sources of data for these variables, the data collection procedures, and the major data analyses to be performed. The evaluation plan will specify the data that will be gathered and the analyses that will be performed.

The application must also include a sampling plan that describes how individuals or couples will be identified and enrolled in the project and randomly assigned to the treatment and control groups (i.e., the research sample) in order to meet the objective that the subjects in the control group are, to the extent possible, comparable to participants in the treatment group. The plan must also describe how the applicant will monitor random assignment in order to ensure that it is carried out during the project in such a way as to

prevent crossover of individuals between the two research groups. Applicants must agree to cooperate with ACF concerning any potential changes to their project's evaluation methods, including the random assignment procedures, as required by ACF under terms of the cooperative agreements. Any plans and procedures for notifying applicants for services must inform applicants that random assignment will be used in the program selection process. Applications must also include plans for ensuring the confidentiality of participant identifiers and information.

All applications must include a letter of commitment from the appropriate authority operating the program services to be evaluated assuring that the program(s) will cooperate fully with the proposed evaluation. This letter of commitment is required regardless of whether the applicant is requesting funding for program services.

We are interested in studies that test the effectiveness of approaches, programs, and curricula to promote and support responsible fatherhood through program strategies to encourage and support healthy marriages between parents. Applicants are required to describe in detail the program services to be evaluated by this project. We are interested in funding services and research consistent with the activities in Section 403(a)(2) of the Social Security Act (as amended by Section 7103 of the Deficit Reduction Act of 2005, P.L. 109-171). For example, services that may be considered for funding include those designed to foster responsible fatherhood through activities such as counseling, mentoring, disseminating information about the benefits of marriage and two-parent involvement for children, education on controlling aggressive behavior and about the causes of domestic violence and child abuse. Other examples of demonstration services that may be considered include marriage preparation programs, premarital counseling, marital inventories, and skills-based marriage education. Education services that support family functioning may also be considered such as financial planning seminars or mentoring on matters related to family finances, including household management, budgeting, banking, and handling of financial transactions and home maintenance. Divorce education and reduction programs, including mediation and counseling, may also be considered.

All applications must contain a commitment that funds will not be used for any purpose other than carrying out the proposed responsible fatherhood activities and evaluation plans. If the applicant requests funding for program services in addition to funding for evaluation activities, the proposal must explain in detail, to the extent relevant: (a) how the applicant will ensure that participation in the programs or activities is voluntary and how potential participants will be informed that their participation is voluntary; (b) how the applicant has consulted or will consult with experts in domestic violence or relevant community domestic violence coalitions in developing the program activities; and (c) how the programs or activities proposed in the application will address issues of domestic violence. Also, consistent with Federal law, grantees must ensure that services are provided to eligible persons irrespective of their gender and cannot, on the basis of gender, treat one person differently from another in determining eligibility, benefits or services provided, or applicable rules. The projects and activities assisted under these awards must be available to fathers and expectant fathers who are able to benefit from the activities on the same basis as mothers and expectant mothers.

While proposed research studies should not duplicate the efforts of ongoing ACF research studies, it is important to test responsible fatherhood and support interventions in a variety of different settings, with different populations and with different program characteristics. Applicants must demonstrate a current knowledge of ACF's ongoing healthy marriage evaluation projects, particularly the BSF and SHM projects.

We are interested in studies that would examine a range of questions regarding responsible fatherhood interventions and support programs that will help to strengthen the practice of program services in these areas.

II. AWARD INFORMATION

Funding Instrument Type: Cooperative Agreement

Substantial Involvement with Cooperative Agreement:

ACF will issue the Financial Assistance Awards under this agreement as cooperative agreements. ACF uses cooperative agreements when it anticipates that the amount of Federal involvement in a particular project is greater than that which a grant requires or allows. Cooperative agreements outline the terms of ACF's involvement, as well as the responsibilities of the recipient organization or agency. For example, cooperative agreements under this announcement may specify that ACF shall review and approve the detailed evaluation methods, including, but not limited to, random assignment procedures, research sample sizes, and proposed outcome measures.

Anticipated Total Priority Area Funding: \$1,000,000

Anticipated Number of Awards: 2 to 4

Ceiling on Amount of Individual Awards: \$1,000,000 per budget period

Floor on Amount of Individual Awards: None

Average Projected Award Amount: \$300,000 per budget period

Length of Project Periods: 60-month project with five 12-month budget periods

For FY 2006, OPRE expects approximately \$1,000,000 to be available for the total group of approved projects. We estimate that, depending on scope and scale of the projects, this level of funding will support two to four separate projects under this announcement in FY 2006. On average, we anticipate funding two to four multi-year projects at \$250,000 - \$500,000 per budget period. OPRE anticipates providing funding at approximately the same level for up to four additional years, subject to the availability of funds, satisfactory progress by the recipient, and the best interests of the Federal Government. OPRE expects to award all cooperative agreements by September 30, 2006. If applications

cannot be funded before September 30, 2006, using FY 2006 funds, awards will be made after October 1, using FY 2007 funds.

Awards under this announcement are subject to the availability of funds.

III. ELIGIBILITY INFORMATION

1. Eligible Applicants:

- State governments
- County governments
- City or township governments
- Special district governments
- Public and State-controlled institutions of higher education
- Public housing authorities/Indian housing authorities
- Native American Tribal Governments (Federally Recognized)
- Non-profits having a 501(c)(3) status with the IRS, other than institutions of higher education
- Non-profits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education
- Private institutions of higher education
- Others (See below)

Faith-based and community organizations that meet the statutory eligibility requirements are eligible to apply under this announcement.

Organizations eligible to apply for this Federal funding include public entities and public or private non-profit organizations, including universities. No funds may be paid as profit to any recipient even if the recipient is a commercial organization. Profit is any amount in excess of allowable direct and indirect costs (45 CFR 74.81).

While a variety of organizations and entities are eligible to apply for funding under this announcement, potential applicants should carefully review the evaluation criteria to determine that they meet the requirements for experience and expertise for conducting rigorous, well-designed evaluations of the type and scope discussed herein.

Please see *Section IV* for required documentation supporting eligibility or funding restrictions if any are applicable.

2. Cost Sharing or Matching: None

3. Other:

D-U-N-S Requirement

All applicants must have a D&B Data Universal Numbering System (D-U-N-S) number. On June 27, 2003, the Office of Management and Budget (OMB) published in

the *Federal Register* a new Federal policy applicable to all Federal grant applicants. The policy requires Federal grant applicants to provide a D-U-N-S number when applying for Federal grants or cooperative agreements on or after October 1, 2003. The D-U-N-S number will be required whether an applicant is submitting a paper application or using the government-wide electronic portal, [Grants.gov](http://www.grants.gov). A D-U-N-S number will be required for every application for a new award or renewal/continuation of an award, including applications or plans under formula, entitlement, and block grant programs, submitted on or after October 1, 2003.

Please ensure that your organization has a D-U-N-S number. You may acquire a D-U-N-S number at no cost by calling the dedicated toll-free D-U-N-S number request line at 1-866-705-5711 or you may request a number on-line at <http://www.dnb.com>.

Proof of Non-Profit Status

Non-profit organizations applying for funding are required to submit proof of their non-profit status.

Proof of non-profit status is any one of the following:

- A reference to the applicant organization's listing in the IRS's most recent list of tax-exempt organizations described in the IRS Code.
- A copy of a currently valid IRS tax-exemption certificate.
- A statement from a State taxing body, State attorney general, or other appropriate State official certifying that the applicant organization has non-profit status and that none of the net earnings accrue to any private shareholders or individuals.
- A certified copy of the organization's certificate of incorporation or similar document that clearly establishes non-profit status.
- Any of the items in the subparagraphs immediately above for a State or national parent organization and a statement signed by the parent organization that the applicant organization is a local non-profit affiliate.

When applying electronically, we strongly suggest that you attach your proof of non-profit status with your electronic application.

Private, non-profit organizations are encouraged to submit with their applications the survey located under *Grant Related Documents and Forms: Survey for Private, Non-Profit Grant Applicants, titled, Survey on Ensuring Equal Opportunity for Applicants*, at: <http://www.acf.hhs.gov/programs/ofs/forms.htm>.

Disqualification Factors

Applications that exceed the ceiling amount will be deemed non-responsive and will not be considered for funding under this announcement.

Any application that fails to satisfy the deadline requirements referenced in *Section IV.3* will be deemed non-responsive and will not be considered for funding under this announcement.

IV. APPLICATION AND SUBMISSION INFORMATION

1. Address to Request Application Package:

OPRE Grant Review Team
Xtria, LLC
8045 Leesburg Pike, Suite 400
Vienna, VA 22182
Phone: 877-663-0250
Email: opre@xtria.com

2. Content and Form of Application Submission:

The length of the application, excluding application forms, certifications, resumes and budget justification and other appendices should not exceed 40 pages, double-spaced, using 12-point font or larger. Applicants are requested not to send pamphlets, brochures or other printed materials with the application. Such materials and/or pages exceeding the 40-page limit, if submitted, will not be reviewed. Applicants have the option of omitting from application copies (not originals) specific salary rates or amounts for individuals specified in the application budget. The copies may include summary salary information.

Forms and Certifications

The project description should include all the information requirements described in the specific evaluation criteria outlined in this program announcement under *Section V*. Application Review Information. In addition to the project description, the applicant needs to complete all of the Standard Forms required as part of the application process for awards under this announcement.

Applicants seeking financial assistance under this announcement must file the appropriate Standard Forms as described in this section. All applicants must submit SF-424, Application for Federal Assistance. For non-construction programs, applicants must also submit SF-424A, Budget Information and SF-424B, Assurances. For construction programs, applicants must also submit SF-424C, Budget Information and SF-424D, Assurances. The forms may be reproduced for use in submitting applications. Applicants must sign and return the standard forms with their application.

Applicants must furnish prior to award an executed copy of the SF-LLL, Certification Regarding Lobbying, when applying for an award in excess of \$100,000. Applicants who have used non-Federal funds for lobbying activities in connection with receiving assistance under this announcement shall complete a disclosure form, if applicable, with their application. Applicants must sign and return the certification with their application.

Applicants must also understand that they will be held accountable for the smoking prohibition included within Public Law (P.L.) 103-227, Title XII Environmental Tobacco Smoke (also known as the PRO-KIDS Act of 1994). A copy of the *Federal Register* notice that implements the smoking prohibition is included with this form. By signing and submitting the application, applicants are providing the necessary certification and are not required to return it.

Applicants must make the appropriate certification of their compliance with all Federal statutes relating to nondiscrimination. By signing and submitting the application, applicants are providing the necessary certification and are not required to return it. Complete the standard forms and the associated certifications and assurances based on the instructions on the forms. The forms and certifications may be found at:

<http://www.acf.hhs.gov/programs/ofs/forms.htm>.

Use of Human Subjects. Applicants must comply with the Department of Health and Human Services (HHS) Protection of Human Subjects regulations (45 CFR part 46) for the experimental evaluation studies. Applicants must describe the process for obtaining Institutional Review Board (IRB) approval fully in their applications. While IRB approval is not required at the time of grant award, applicants will be required, as a condition of award, to hold a Federalwide Assurance (FWA) approved by the Office for Human Research Protections (OHRP) and to provide certification to ACF that an IRB designated under the FWA has reviewed and approved the research prior to enrolling any subjects in the proposed project. Applicants should describe procedures for protecting the privacy of subjects and ensuring the confidentiality of information collected about subjects. Applicants may use the Protection of Human Subjects Assurance Identification/IRB Certification/Declaration of Exemption form (see <http://www.hhs.gov/ohrp/humansubjects/assurance/OF310.rtf>) to certify IRB approval of the research to ACF.

General information about the HHS Protection of Human Subjects regulations can be obtained on the OHRP website at <http://www.dhhs.gov/ohrp>. You may also contact OHRP by Email (ohrp@osophs.dhhs.gov) or by phone (1-866-447-4777 or 240-453-6900).

Private, non-profit organizations are encouraged to submit with their applications the survey located under *Grant Related Documents and Forms: Survey for Private, Non-Profit Grant Applicants, titled, Survey on Ensuring Equal Opportunity for Applicants*, at: <http://www.acf.hhs.gov/programs/ofs/forms.htm>.

Those organizations required to provide proof of non-profit status, please refer to *Section III.3*.

Please see *Section V.1* for instructions on preparing the full project description.

Please reference *Section IV.3* for details about acknowledgement of received applications.

Electronic Submission

You may submit your application to us in either electronic or paper format. To submit an application electronically, please use the <http://www.Grants.gov> site.

If you use Grants.gov, you will be able to download a copy of the application package, complete it off-line, and then upload and submit the application via the Grants.gov site. ACF will not accept grant applications via facsimile or email.

IMPORTANT NOTE: Before you submit an electronic application, you must complete the organization registration process as well as obtain and register "electronic signature credentials" for the Authorized Organization Representative (AOR). Since this process may take more than five business days, it is important to start this process early, well in advance of the application deadline. **Be sure to complete all Grants.gov registration processes listed on the Organization Registration Checklist, which can be found at http://www.acf.hhs.gov/grants/registration_checklist.html.**

Please note the following if you plan to submit your application electronically via Grants.gov:

- Electronic submission is voluntary, but strongly encouraged.
- You may access the electronic application for this program at <http://www.Grants.gov>. There you can search for the downloadable application package by utilizing the Grants.gov FIND function.
- **We strongly recommend that you do not wait until the application deadline date to begin the application process through Grants.gov.** We encourage applicants that submit electronically to submit well before the closing date and time so that if difficulties are encountered an applicant can still submit a hard copy via express mail.
- To use Grants.gov, you, as the applicant, must have a D-U-N-S number and register in the Central Contractor Registry (CCR). You should allow a minimum of five days to complete the CCR registration. **REMINDER: CCR registration expires each year and thus must be updated annually. You cannot upload an application to Grants.gov without having a current CCR registration AND electronic signature credentials for the AOR.**
- The electronic application is submitted by the AOR. To submit electronically, the AOR must obtain and register electronic signature credentials approved by the organization's E-Business Point of Contact who maintains the organization's CCR registration.
- You may submit all documents electronically, including all information typically included on the SF-424 and all necessary assurances and certifications.
- Your application must comply with any page limitation requirements described in this program announcement.

- After you electronically submit your application, you will receive an automatic acknowledgement from Grants.gov that contains a Grants.gov tracking number. ACF will retrieve your application from Grants.gov.
- ACF may request that you provide original signatures on forms at a later date.
- You will not receive additional point value because you submit a grant application in electronic format, nor will we penalize you if you submit an application in hard copy.
- If you encounter difficulties in using Grants.gov, please contact the Grants.gov Help Desk at: 1-800-518-4726, or by email at support@grants.gov to report the problem and obtain assistance.
- Checklists and registration brochures are maintained at <http://www.grants.gov/GetStarted> to assist you in the registration process.
- When submitting electronically via Grants.gov, applicants must comply with all due dates *AND* times referenced in *Section IV.3*.

Hard Copy Submission

Applicants that are submitting their application in paper format should submit one original and two copies of the complete application. The original and each of the two copies must include all required forms, certifications, assurances, and appendices, be signed by an authorized representative, have original signatures, and be unbound.

3. Submission Dates and Times:

Due Date for Applications: 07/17/2006

Explanation of Due Dates

The due date for receipt of applications is referenced above. Applications received after 4:30 p.m., eastern time, on the due date will be classified as late and will not be considered in the current competition.

Applicants are responsible for ensuring that applications are mailed or hand-delivered or submitted electronically well in advance of the application due date and time.

Mail

Applications that are submitted by mail must be received no later than 4:30 p.m., eastern time, on the due date referenced above at the address listed in *Section IV.6*.

Hand Delivery

Applications hand carried by applicants, applicant couriers, other representatives of the applicant, or by overnight/express mail couriers must be received on or before the due date referenced above, between the hours of 8:00 a.m. and 4:30 p.m., eastern time, at the

address referenced in *Section IV.6.*, between Monday and Friday (excluding Federal holidays).

Electronic Submission

Applications submitted electronically via Grants.gov must be submitted no later than 4:30 p.m., eastern time, on the due date referenced above.

ACF cannot accommodate transmission of applications by facsimile or email.

Late Applications

Applications that do not meet the requirements above are considered late applications. ACF shall notify each late applicant that its application will not be considered in the current competition.

ANY APPLICATION RECEIVED AFTER 4:30 P.M., EASTERN TIME, ON THE DUE DATE WILL NOT BE CONSIDERED FOR COMPETITION.

Extension of Deadlines

ACF may extend application deadlines when circumstances such as acts of God (floods, hurricanes, etc.) occur; when there are widespread disruptions of mail service; or in other rare cases. A determination to extend or waive deadline requirements rests with the Chief Grants Management Officer.

Receipt acknowledgement for application packages will not be provided to applicants who submit their package via mail, courier services, or by hand delivery. Applicants will receive an electronic acknowledgement for applications that are submitted via <http://www.Grants.gov>.

Checklist

You may use the checklist below as a guide when preparing your application package.

What to Submit	Required Content	Required Form or Format	When to Submit
SF-424	See Section IV.2	See http://www.acf.hhs.gov/programs/ofs/forms.htm	By application due date.
SF-424A	See Section IV.2	See http://www.acf.hhs.gov/programs/ofs/forms.htm	By application due date.
SF-424B	See Section IV.2	See http://www.acf.hhs.gov/programs/ofs/forms.htm	By application due date.

Project Abstract	See Sections IV.2 and V	Found in Sections IV.2 and V	By application due date.
Project Description	See Sections IV.2 and V	Found in Sections IV.2 and V	By application due date.
Budget Narrative/Justification	See Sections IV.2 and V	Found in Sections IV.2 and V	By application due date.
Support Letters	IV.2	If applicable.	By application due date.
Non-Federal Commitment Letters	IV.2	All applications must include a letter of commitment from the appropriate authority operating the program services to be evaluated assuring that the program(s) will cooperate fully with the proposed evaluation, including random assignment. Applications that do not include this letter will not be considered to have an overall approach that is reasonable.	By application due date.
Form 310, Protection of Human Subjects (if applicable)	See Section IV.2	see http://www.hhs.gov/ohrp/humansubjects/guidance/exmpt-pb.htm	By application due date.
Third-Party Agreements	IV.2	If applicable.	By application due date.
Proof of Non-Profit Status	See Section III.3	Found in Section III.3	By application due date.
SF-LLL Certification Regarding Lobbying	See Section IV.2	See http://www.acf.hhs.gov/programs/ofs/forms.htm	By application due date.
Certification Regarding Environmental Tobacco Smoke	See Section IV.2	See http://www.acf.hhs.gov/programs/ofs/forms.htm	By application due date.

Additional Forms

Private, non-profit organizations are encouraged to submit with their applications the survey located under *Grant Related Documents and Forms: Survey for Private, Non-Profit Grant Applicants*, titled, *Survey on Ensuring Equal Opportunity for Applicants*, at: <http://www.acf.hhs.gov/programs/ofs/forms.htm>.

What to Submit	Required Content	Required Form or Format	When to Submit
Survey for Private, Non-Profit Grant Applicants	See form.	See http://www.acf.hhs.gov/programs/ofs/forms.htm	By application due date.

4. Intergovernmental Review:

State Single Point of Contact (SPOC)

This program is covered under Executive Order (EO) 12372, "Intergovernmental Review of Federal Programs," and 45 CFR Part 100, "Intergovernmental Review of Department of Health and Human Services Programs and Activities." Under the Order, States may design their own processes for reviewing and commenting on proposed Federal assistance under covered programs.

As of August 1, 2005, the following jurisdictions have elected to participate in the EO process: Arkansas, California, Delaware, District of Columbia, Florida, Georgia, Illinois, Iowa, Kentucky, Maine, Maryland, Michigan, Mississippi, Missouri, Nevada, New Hampshire, New York, North Dakota, Rhode Island, South Carolina, Texas, Utah, West Virginia, Wisconsin, American Samoa, Guam, Northern Mariana Islands, Puerto Rico, and U.S. Virgin Islands. As these jurisdictions have elected to participate in the Executive Order process, they have established SPOCs. Applicants from participating jurisdictions should contact their SPOC, as soon as possible, to alert them of prospective applications and receive instructions. Applicants must submit all required materials, if any, to the SPOC and indicate the date of this submittal (or the date of contact if no submittal is required) on the Standard Form 424, item 16a.

Under 45 CFR 100.8(a)(2), a SPOC has 60 days from the application deadline to comment on proposed new or competing continuation awards. SPOCs are encouraged to eliminate the submission of routine endorsements as official recommendations. Additionally, SPOCs are requested to clearly differentiate between mere advisory comments and those official State process recommendations, which may trigger the "accommodate or explain" rule.

When comments are submitted directly to ACF, they should be addressed to the U.S. Department of Health and Human Services, Administration for Children and Families, Office of Grants Management, Division of Discretionary Grants, 370 L'Enfant Promenade SW., 4th floor, Washington, DC 20447.

Although the remaining jurisdictions have chosen not to participate in the process, entities that meet the eligibility requirements of the program are still eligible to apply for a grant even if a State, Territory, Commonwealth, etc. does not have a SPOC. Therefore, applicants from these jurisdictions, or for projects administered by Federally recognized Indian Tribes, need take no action in regard to EO 12372.

The official list, including addresses, of the jurisdictions that have elected to participate in EO 12372 can be found on the following URL:
<http://www.whitehouse.gov/omb/grants/spoc.html>.

5. Funding Restrictions:

Grant awards will not allow reimbursement of pre-award costs.

Construction and purchase of real property are not allowable activities or expenditures under this grant award.

Applications under this announcement may include request for funds to support demonstration program services in addition to funding necessary to evaluate program services for individuals and couples. Applications to fund program services only will not be considered.

Financial awards are for evaluation costs and for program services to be evaluated, not for the support of conferences. This limitation does not preclude inclusion of costs associated with dissemination or presentation of findings by authors.

No award funds may be paid as profit to any recipient even if the recipient is a commercial organization. Profit is any amount in excess of allowable direct and indirect costs (45 CFR 74.81).

Applicants who apply for funds for evaluation costs only must include an assurance that funds for the program services to be evaluated are adequate to sustain the services through the period necessary to enroll and serve the research sample.

6. Other Submission Requirements:

Please see *Sections IV.2* and *IV.3* for deadline information and other application requirements.

Submit applications to one of the following addresses:

Submission by Mail

OPRE Grant Review Team
Xtria, LLC
8045 Leesburg Pike, Suite 400
Vienna, VA 22182
Telephone: 877-663-0250

Hand Delivery

OPRE Grant Review Team
Xtria, LLC
8045 Leesburg Pike, Suite 400
Vienna, VA 22182

Electronic Submission

Please see *Section IV.2* for guidelines and requirements when submitting applications electronically via <http://www.Grants.gov>.

V. APPLICATION REVIEW INFORMATION

The Paperwork Reduction Act of 1995 (P.L. 104-13)

Public reporting burden for this collection of information is estimated to average 20 hours per response, including the time for reviewing instructions, gathering and maintaining the data needed and reviewing the collection information.

The project description is approved under OMB control number 0970-0139, which expires 4/30/2007.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

1. Criteria:

Part I THE PROJECT DESCRIPTION OVERVIEW

PURPOSE

The project description provides the majority of information by which an application is evaluated and ranked in competition with other applications for available assistance. The project description should be concise and complete. It should address the activity for which Federal funds are being requested. Supporting documents should be included where they can present information clearly and succinctly. In preparing the project description, information that is responsive to each of the requested evaluation criteria must be provided. Awarding offices use this and other information in making their funding recommendations. It is important, therefore, that this information be included in the application in a manner that is clear and complete.

GENERAL EXPECTATIONS AND INSTRUCTIONS

ACF is particularly interested in specific project descriptions that focus on outcomes and convey strategies for achieving intended performance. Project descriptions are evaluated on the basis of substance and measurable outcomes, not length. Extensive exhibits are not required. Cross-referencing should be used rather than repetition. Supporting information concerning activities that will not be directly funded by the grant or information that does

not directly pertain to an integral part of the grant-funded activity should be placed in an appendix.

Pages should be numbered and a table of contents should be included for easy reference.

Part II GENERAL INSTRUCTIONS FOR PREPARING A FULL PROJECT DESCRIPTION

INTRODUCTION

Applicants that are required to submit a full project description shall prepare the project description statement in accordance with the following instructions while being aware of the specified evaluation criteria. The text options give a broad overview of what the project description should include while the evaluation criteria identify the measures that will be used to evaluate applications.

PROJECT SUMMARY/ABSTRACT

Provide a summary of the project description (one page or less) with reference to the funding request.

OBJECTIVES AND NEED FOR ASSISTANCE

Clearly identify the physical, economic, social, financial, institutional, and/or other problem(s) requiring a solution. The need for assistance must be demonstrated and the principal and subordinate objectives of the project must be clearly stated; supporting documentation, such as letters of support and testimonials from concerned interests other than the applicant, may be included. Any relevant data based on planning studies should be included or referred to in the endnotes/footnotes. Incorporate demographic data and participant/beneficiary information, as needed. In developing the project description, the applicant may volunteer or be requested to provide information on the total range of projects currently being conducted and supported (or to be initiated), some of which may be outside the scope of the program announcement.

RESULTS OR BENEFITS EXPECTED

Identify the results and benefits to be derived.

Clearly state the ways in which knowledge about what works will be improved through the funding of a project to evaluate a responsible fatherhood intervention program focused on healthy marriage for low-income couples, using an experimental design with random assignment of couples or individuals.

APPROACH

Outline a plan of action that describes the scope and detail of how the proposed work will be accomplished. Account for all functions or activities identified in the application. Cite factors that might accelerate or decelerate the work and state your reason for taking the proposed approach rather than others. Describe any unusual features of the project such

as design or technological innovations, reductions in cost or time, or extraordinary social and community involvement.

Provide quantitative monthly or quarterly projections of the accomplishments to be achieved for each function or activity in such terms as the number of people to be served and the number of activities accomplished.

The demonstration evaluation design requirements are described in Section I above. That description constitutes the project approach requirements.

All applications must include a letter of commitment from the appropriate authority operating the program services to be evaluated assuring that the program(s) will cooperate fully with the proposed evaluation, including random assignment. Applications that do not include this letter will not be considered to have an overall approach that is reasonable.

All applications must contain a commitment that funds will not be used for any purpose other than carrying out the proposed responsible fatherhood activities and evaluation plans. If the applicant requests funding for program services in addition to funding for evaluation activities, the proposal must explain in detail, to the extent relevant: (a) how the applicant will ensure that participation in the programs or activities is voluntary and how potential participants will be informed that their participation is voluntary; (b) how the applicant has consulted or will consult with experts in domestic violence or relevant community domestic violence coalitions in developing the program activities and (c) how the programs or activities proposed in the application will address issues of domestic violence. Also, consistent with Federal law, grantees must ensure that services are provided to eligible persons irrespective of their gender and cannot, on the basis of gender, treat one person differently from another in determining eligibility, benefits or services provided, or applicable rules. The projects and activities assisted under these awards must be available to fathers and expectant fathers who are able to benefit from the activities on the same basis as mothers and expectant mothers.

Applicants must agree to cooperate with ACF concerning any potential changes to their project's evaluation methods, including the random assignment procedures, as required by ACF under terms of the cooperative agreements. Any plans and procedures for notifying applicants for services must inform applicants that random assignment will be used in the program selection process.

When accomplishments cannot be quantified by activity or function, list them in chronological order to show the schedule of accomplishments and their target dates.

If any data is to be collected, maintained, and/or disseminated, clearance may be required from the OMB. This clearance pertains to any "collection of information that is conducted or sponsored by ACF."

Provide a list of organizations, cooperating entities, consultants, or other key individuals who will work on the project along with a short description of the nature of their effort or contribution.

STAFF AND POSITION DATA

Provide a biographical sketch and job description for each key person appointed. Job descriptions for each vacant key position should be included as well. As new key staff is appointed, biographical sketches will also be required.

DISSEMINATION PLAN

Provide a plan for distributing reports and other project outputs to colleagues and to the public. Applicants must provide a description of the method, volume, and timing of distribution.

THIRD-PARTY AGREEMENTS

Provide written and signed agreements between grantees and subgrantees, or subcontractors, or other cooperating entities. These agreements must detail the scope of work to be performed, work schedules, remuneration, and other terms and conditions that structure or define the relationship.

BUDGET AND BUDGET JUSTIFICATION

Provide a budget with line-item detail and detailed calculations for each budget object class identified on the Budget Information Form (SF-424A or SF-424C). Detailed calculations must include estimation methods, quantities, unit costs, and other similar quantitative detail sufficient for the calculation to be duplicated. If matching is a requirement, include a breakout by the funding sources identified in Block 15 of the SF-424.

Provide a narrative budget justification that describes how the categorical costs are derived. Discuss the necessity, reasonableness, and allocation of the proposed costs.

GENERAL

Use the following guidelines for preparing the budget and budget justification. Both Federal and non-Federal resources (when required) shall be detailed and justified in the budget and budget narrative justification. "Federal resources" refers only to the ACF grant funds for which you are applying. "Non-Federal resources" are all other non-ACF Federal and non-Federal resources. It is suggested that budget amounts and computations be presented in a columnar format: first column, object class categories; second column, Federal budget; next column(s), non-Federal budget(s); and last column, total budget. The budget justification should be in a narrative form.

PERSONNEL

Description: Costs of employee salaries and wages.

Justification: Identify the project director or principal investigator, if known at the time of application. For each staff person, provide: the title; time commitment to the project in months; time commitment to the project as a percentage or full-time equivalent; annual salary; grant salary; wage rates;

etc. Do not include the costs of consultants, personnel costs of delegate agencies, or of specific project(s) and/or businesses to be financed by the applicant.

FRINGE BENEFITS

Description: Costs of employee fringe benefits unless treated as part of an approved indirect cost rate.

Justification: Provide a breakdown of the amounts and percentages that comprise fringe benefit costs such as health insurance, FICA, retirement insurance, taxes, etc.

TRAVEL

Description: Costs of project-related travel by employees of the applicant organization. (This item does not include costs of consultant travel).

Justification: For each trip show: the total number of traveler(s); travel destination; duration of trip; per diem; mileage allowances, if privately owned vehicles will be used; and other transportation costs and subsistence allowances. Travel costs for key staff to attend ACF-sponsored workshops should be detailed in the budget.

EQUIPMENT

Description: "Equipment" means an article of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost that equals or exceeds the lesser of: (a) the capitalization level established by the organization for the financial statement purposes, or (b) \$5,000. (Note: Acquisition cost means the net invoice unit price of an item of equipment, including the cost of any modifications, attachments, accessories, or auxiliary apparatus necessary to make it usable for the purpose for which it is acquired.

Ancillary charges, such as taxes, duty, protective in-transit insurance, freight, and installation, shall be included in or excluded from acquisition cost in accordance with the organization's regular written accounting practices.)

Justification: For each type of equipment requested provide: a description of the equipment; the cost per unit; the number of units; the total cost; and a plan for use on the project; as well as use and/or disposal of the equipment after the project ends. An applicant organization that uses its own definition for equipment should provide a copy of its policy, or section of its policy, that includes the equipment definition.

SUPPLIES

Description: Costs of all tangible personal property other than that included under the Equipment category.

Justification: Specify general categories of supplies and their costs. Show computations and provide other information that supports the amount requested.

CONTRACTUAL

Description: Costs of all contracts for services and goods except for those that belong under other categories such as equipment, supplies, construction, etc. Include third-party evaluation contracts, if applicable, and contracts with secondary recipient organizations, including delegate agencies and specific project(s) and/or businesses to be financed by the applicant.

Justification: Demonstrate that all procurement transactions will be conducted in a manner to provide, to the maximum extent practical, open and free competition. Recipients and subrecipients, other than States that are required to use 45 CFR Part 92 procedures, must justify any anticipated procurement action that is expected to be awarded without competition and exceeds the simplified acquisition threshold fixed at 41 USC 403(11), currently set at \$100,000.

Recipients might be required to make available to ACF pre-award review and procurement documents, such as requests for proposals or invitations for bids, independent cost estimates, etc.

Note: Whenever the applicant intends to delegate part of the project to another agency, the applicant must provide a detailed budget and budget narrative for each delegate agency, by agency title, along with the required supporting information referred to in these instructions.

OTHER

Enter the total of all other costs. Such costs, where applicable and appropriate, may include but are not limited to: insurance; food; medical and dental costs (noncontractual); professional services costs; space and equipment rentals; printing and publication; computer use; training costs, such as tuition and stipends; staff development costs; and administrative costs.

Justification: Provide computations, a narrative description and a justification for each cost under this category.

INDIRECT CHARGES

Description: Total amount of indirect costs. This category should be used only when the applicant currently has an indirect cost rate approved by the Department of Health and Human Services (HHS) or another cognizant Federal agency.

Justification: An applicant that will charge indirect costs to the grant must enclose a copy of the current rate agreement. If the applicant organization is in the process of initially developing or renegotiating a rate, upon notification that an award will be made, it should immediately develop a tentative indirect cost rate proposal based on its most recently completed fiscal year, in accordance with the cognizant agency's guidelines for establishing indirect cost rates, and submit it to the cognizant agency. Applicants awaiting approval of their indirect cost proposals may also request indirect costs. When an indirect cost rate is requested, those costs included in the indirect cost pool should not be charged as direct costs to the grant. Also, if the applicant is requesting a rate that is less than what is allowed under the program, the authorized representative of the applicant

organization must submit a signed acknowledgement that the applicant is accepting a lower rate than allowed.

NON-FEDERAL RESOURCES

Description: Amounts of non-Federal resources that will be used to support the project as identified in Block 15 of the SF-424.

Justification: The firm commitment of these resources must be documented and submitted with the application so that the applicant is given credit in the review process. A detailed budget must be prepared for each funding source.

TOTAL DIRECT CHARGES, TOTAL INDIRECT CHARGES, TOTAL PROJECT COSTS

EVALUATION CRITERIA:

The following evaluation criteria appear in weighted descending order. The corresponding score values indicate the relative importance that ACF places on each evaluation criterion; however, applicants need not develop their applications precisely according to the order presented. Application components may be organized such that a reviewer will be able to follow a seamless and logical flow of information (i.e., from a broad overview of the project to more detailed information about how it will be conducted).

In considering how applicants will carry out the responsibilities addressed under this announcement, competing applications for financial assistance will be reviewed and evaluated against the following criteria:

APPROACH - 40 points

Applications will be evaluated on the extent to which the proposed services to be evaluated include the types of activities described in the Project Description in Section I of this announcement to promote responsible fatherhood through healthy marriage services. Applications will be evaluated on the extent to which the applicant demonstrates an understanding of and prior experience in executing random assignment for evaluation studies, including examples of random assignment evaluations completed by proposed key staff. Applications that do not propose an experimental evaluation design utilizing the random assignment of couples/individuals will not be considered to have an appropriate approach.

The review will assess the extent to which the planned analyses reflect knowledge and use of state-of-the-art analytic techniques and procedures for monitoring the experimental design to prevent cross over of participants from one group to another. Applications will be evaluated on the extent to which the study can be expected to advance knowledge regarding effective approaches to increase responsible fatherhood through healthy marriage services, particularly for lower-income populations and racial and ethnic minorities.

Applications will be evaluated on the extent to which the overall project plan is reasonable and can be expected to be successfully accomplished on the schedule proposed, at the funding and staffing levels proposed. Also see the requirement under Part II GENERAL INSTRUCTIONS FOR PREPARING A FULL PROJECT DESCRIPTION – APPROACH for the letter of commitment assuring cooperation between the program services provider and the evaluation project.

STAFF AND POSITION DATA - 20 points

Applications will be evaluated on the extent to which the application details the relevance of the proposed principal investigator's and other key staff's experience to carrying out the proposed project.

Applications will be evaluated on the extent to which proposed key staff have demonstrated experience managing and executing program evaluation using an experimental design and in working with or studying low-income populations in the areas of responsible fatherhood, family formation, and/or healthy marriage.

Applications will be evaluated on the extent to which they demonstrate relevant prior experience for all key personnel in carrying out the activities and the types of analyses required in the proposed project (not merely referencing listings or descriptions of prior studies).

Applications will be evaluated on the extent to which the principal investigator devotes sufficient time to the project to ensure a high level of professional input and attention to all aspects of the study.

RESULTS OR BENEFITS EXPECTED - 15 points

Applications will be evaluated on the extent to which the results expected, as described in the application, will lead to knowledge and improvements that those providing responsible fatherhood services can apply and use easily.

Applications will be evaluated on the extent to which the project and expected findings will substantially improve knowledge and understanding of responsible fatherhood programs and services targeted to low-income populations.

OBJECTIVES AND NEED FOR ASSISTANCE - 15 points

Applications will be evaluated on the clarity of the statement of the problem or issue they will address and the relevance of that problem/issue to the objectives of ACF's Responsible Fatherhood and Healthy Marriage Initiative and the purposes of this announcement.

Applications will be evaluated on the extent to which they demonstrate that the project or study is likely to detect the effects of the program in the lives of the men and couples served. Areas in which such effects may occur include the conduct of fathers, familial relationship quality, marital stability and satisfaction, and healthy family outcomes, particularly among low-income populations.

BUDGET AND BUDGET JUSTIFICATION - 10 points

Applications will be evaluated on the reasonableness and appropriateness of the budget in relation to the proposed scope and scale of the project.

Applications will be evaluated on the extent to which they justify budget items for the proposed project and objectives and do not include superfluous items.

2. Review and Selection Process:

No grant award will be made under this announcement on the basis of an incomplete application.

Timely applications from eligible applicants will be reviewed and scored competitively. Reviewers will use the evaluation criteria listed above to review and score the application.

In addition, ACF may solicit comments from ACF Regional Office staff, other Federal agencies, and, if determined to be appropriate, other knowledgeable individuals. These comments along with those of the reviewers will be considered by ACF in making the funding decision.

In making award decisions, ACF will aim to fund a group of studies that together address a wide range of questions of the greatest importance to ACF, States, other governmental agencies, and the general public. In order to ensure that a wide array of questions, topics, and issues will be addressed through projects funded under this announcement, in making the final selections, in addition to the review criteria identified below, ACF may consider additional factors, including geographic diversity, racial/ethnic populations studied, project type, opportunities to analyze particular sub-groups of the population, methods being used, and the issues being examined.

On the basis of the review of an application, ACF will: (a) approve the application for funding; (b) disapprove the application; or (c) approve the application but not fund it for such reasons as a lack of funds or a need for further review.

Approved but Unfunded Applications

Applications that are approved but unfunded may be held over for funding in the next funding cycle, pending the availability of funds, for a period not to exceed one year.

3. Anticipated Announcement and Award Dates:

Awards are expected to be made by September 30, 2006. If applications cannot be funded before September 30, 2006, using FY 2006 funds, awards will be made after October 1, using FY 2007 funds.

Unsuccessful applicants will be notified in writing after award actions are made.

VI. AWARD ADMINISTRATION INFORMATION

1. Award Notices:

The successful applicants will be notified through the issuance of a Financial Assistance Award document, which sets forth the amount of funds granted, the terms and conditions of the grant, the effective date of the grant, the budget period for which initial support will be given, the non-Federal share to be provided (if applicable), and the total project period for which support is contemplated. The Financial Assistance Award will be signed by the Grants Officer and transmitted via postal mail.

Organizations whose applications will not be funded will be notified in writing.

2. Administrative and National Policy Requirements:

Grantees are subject to the requirements in 45 CFR Part 74 (non-governmental) or 45 CFR Part 92 (governmental).

Direct Federal grants, sub-award funds, or contracts under this ACF program shall not be used to support inherently religious activities such as religious instruction, worship, or proselytization. Therefore, organizations must take steps to separate, in time or location, their inherently religious activities from the services funded under this program. Regulations pertaining to the Equal Treatment for Faith-Based Organizations, which includes the prohibition against Federal funding of inherently religious activities, can be found at the HHS web site at: <http://www.os.dhhs.gov/fbc/waisgate21.pdf>.

Faith-based and community organizations may reference the "Guidance to Faith-Based and Community Organizations on Partnering with the Federal Government" at: <http://www.whitehouse.gov/government/fbc/guidance/index.html>.

3. Reporting Requirements:

Grantees will be required to submit program progress and financial reports (SF-269 found at: <http://www.acf.hhs.gov/programs/ofs/forms.htm>) throughout the project period.

Program progress and financial reports are due 30 days after the reporting period. Final programmatic and financial reports are due 90 days after the close of the project period.

Final reports may be submitted in hard copy to the Grants Management Office Contact listed in Section VII of this announcement.

Program Progress Reports: Quarterly

Financial Reports: Semi-Annually

Recipients' programmatic reports may be submitted in hard copy or electronically, as will be specified in the cooperative agreement. Reports should indicate progress and accomplishments in carrying out the approved study to date compared to what was expected or proposed in the application and actions that have been taken to correct problems or delays. To the extent relevant based on study design/approach, programmatic progress reports should include interim findings. The progress report should also include information on completed and planned presentations on the project.

In addition, cooperative agreements will outline the level of Federal involvement that is anticipated by ACF/OPRE. The cooperative agreements, for example, will outline the terms of OPRE's involvement in clarifying random assignment procedures or specific agreed upon research sample sizes. Further, the cooperative agreement will be the basis for outlining the expected frequency of informal (e.g., telephone, Email) communication between the OPRE project officer and the recipient.

VII. AGENCY CONTACTS

Program Office Contact:

OPRE Grant Review Team
Xtria, LLC
8045 Leesburg Pike, Suite 400
Vienna, VA 22182
Phone: 877-663-0250
Email: opre@xtria.com

Grants Management Office Contact:

Sylvia Johnson
Administration for Children and Families
Office of Grants Management
Division of Discretionary Grants
Aerospace Building , 6th Floor-East
370 L'Enfant Promenade, SW
Washington, DC 20447
Phone: 202-401-4524
Email: Sylvia.Johnson@acf.hhs.gov

VIII. OTHER INFORMATION

Information about existing OPRE sponsored research projects and publications may be found at <http://www.acf.hhs.gov/programs/opre> .

Information about the ACF Healthy Marriage Initiative may be found at <http://www.acf.hhs.gov/healthymarriage/index.html>.

Date: 04/20/2006

Naomi Goldstein

Director

Office of Planning, Research and Evaluation